

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



Date: February 22, 2007

TO: ALL ADULT DAY PROGRAM LICENSEES

FROM: JO FREDERICK, Deputy Director
Community Care Licensing Division

*[Original signed by Gloria Merk
for Jo Frederick on February 22, 2007]*

SUBJECT: **ADULT DAY PROGRAMS REGULATIONS**

The Adult Day Programs (ADP) regulations became effective January 12, 2007, and are the result of Senate Bill 1982, Chapter 773, Statutes of 2002. This statute required the California Department of Social Services (CDSS) to adopt regulations to combine the then existing categories of Adult Day Care Facilities and Adult Day Support Centers into the new Adult Day Program category.

All applicable regulations for these facilities are no longer split between two chapters and can be found in the California Code of Regulations (CCR), Title 22, Division 6, Chapter 3, titled "Adult Day Programs". A copy of the regulations can be obtained from the CDSS website at <http://www.dss.cahwnet.gov/getinfo/pdf/f070405rfinal.PDF>. It is the responsibility of all ADP licensees to become familiar with the new ADP regulations as you are required to comply with these requirements.

Some of the highlights in these new regulations are as follows:

- Administrators are required to have a baccalaureate degree and one year of experience, **or** three years experience with at least one year in a management or supervisory position, pursuant to section 82064(a);
- Facilities are to have one direct care staff for every eight clients, or fraction thereof pursuant to Section 82065.5(b);
- Facilities are to develop a detailed Needs and Services Plan, pursuant to Section 82068.2(f);
- Facilities are to have a written plan for internal evaluation of the Adult Day Program's operation and services, pursuant to Section 82022(f);

- Two or more staff shall be on duty at all times (one of which is required to be direct care staff) when there are two or more clients in the day program, pursuant to Section 82065(o).

If licensees determine that they need more time to fully comply with a specific regulation(s), they may request a waiver pursuant to section 82001(w)(1), or an exception pursuant to section 82001(e)(4), outlining their alternative plan to meet the intent of the regulation(s) and the time needed for the waiver/exception. Please direct these requests to your Licensing Program Analyst.

All ADP licensees must ensure that their Plan of Operation has been updated and submitted to their Licensing Program Analyst. These updates are subject to approval by the licensing agency pursuant to Section 82022(g). Approved updates to the Plan of Operation are to be maintained on file by the licensee pursuant to Section 82022(a).

If you have any questions or need further information, please contact Seton Bunker, Manager of the Adult Care Policy Unit, at (916) 322-1192.